

Personnel:2

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30 October 1970


MEMORANDUM FOR: Group and Staff Chiefs

SUBJECT : NPIC Annual Awards Ceremony

1. NPIC's Annual Awards Ceremony is scheduled for Tuesday, 3 November 1970 at 2:00 p.m. in the Training Branch Auditorium. In addition to honoring the recipients of 10, 15, and 20-year service certificates, recognition will also be afforded those individuals who have received Quality Step Increases; Honor or Merit Awards; Suggestion Awards, and attended senior service schools and significant long term external training courses.

2. The attachment provides a listing of personnel in your Group who will be expected to participate in the ceremonies. You may wish to allow Section, Branch and Division Chiefs to attend as observers. It is requested that all participants be seated in the auditorium by 1:55 p.m. and that they be instructed to occupy the chairs in the front of the auditorium. Please advise us as soon as possible of anyone on your list who will not be able to attend the ceremony.

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Chief, Personnel Branch
NPIC

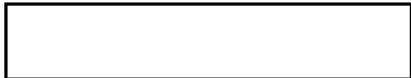
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Office of the Director

15 Year Certificate

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